

Retention and Classification Report

Agency: Piute County (Utah). County Recorder (1524)

Piute County Courthouse
550 North Main, P.O. Box 116
Junction, UT 84740
577-2505

Records Officer Shane Millett

26732 Official Records
27777 Plat maps

AGENCY: Piute County (Utah). County Recorder

SERIES: 26732

3

TITLE: Official Records

DATES: 1998-

ARRANGEMENT: numerical by book and page number

DESCRIPTION:

These are copies of all official records recorded with the county recorder including deeds, mortgages, mining records, military discharges, etc. Upon payment of fees for the same, the recorder must record in the "Official record" all papers, documents, records, and other writings required or permitted by law to be recorded.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 15, Item 16.

AUTHORIZED: 04/02/2009

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

Digital image: Retain in Office permanently.

AGENCY: Piute County (Utah). County Recorder

SERIES: 26732

TITLE: Official Records

(continued)

APPRAISAL:

Administrative Historical Legal

These are officially recorded public documents. There is a legal requirement for their perpetual maintenance. UCA 17-21-1.

PRIMARY CLASSIFICATION:

Public

AGENCY: Piute County (Utah). County Recorder

SERIES: 27777

3

TITLE: Plat maps

DATES: 1896-

ARRANGEMENT:

DESCRIPTION:

These are plat maps showing property ownership and property lines for real estate within the county. The county recorder "shall prepare and keep present-ownership maps and plats drawn to a convenient scale, which shall at all times show the record owners of each tract of land in the county, together with a description of the tract" (UCA 17-21-21 (1995)).

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 15, Item 17.

AUTHORIZED: 09/19/2011

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Archives until superseded.

APPRAISAL:

PRIMARY CLASSIFICATION:

Public UCA 17-21-19 & 63G-2-301(1)(g)(2008)